

Memo



To: Town of Barrington Select Board
From: Amy Doherty
cc: Conner MacIver, Lynne Murphy, Peter Royce
Date: January 19, 2021
Re: Audit Firm Recommendation

The Town of Barrington advertised the Request for Financial Audit Proposals on November 10th, 2020. An addendum was posted on December 16th, 2020. The Town received three audit proposals on December 20th, 2020. The firms that submitted proposals are Melanson CPA, Plodzick & Sanderson CPAs, and Vachon Clukay & Company PC CPAs. The full Request for Financial Audit Proposal, addendum, and company proposals can be found here: <https://www.barrington.nh.gov/2020AuditRFP>.

Below is the cost comparison of the companies:

Firm	Financial Statement	Single Audit (if needed)
Melanson CPA	\$20,000	\$5,000
Plodzick & Sanderson CPAs	\$14,725	\$2,000
Vachon Clukay & Company PC CPAs	\$17,000	NA-All Inclusive

The Town of Barrington Finance Office Proposal Team ranked the three proposals based on their response and pricing. Plodzick & Sanderson CPAs and Vachon Clukay & Company PC CPAs were the top ranked firms. Melanson CPA's proposal was the most expensive and generally utilized a team with less experience than the other firms.

The Team checked references and asked follow-up questions of the top-ranked firms. Plodzick & Sanderson CPA's reference checks all came back with positive reviews. Additionally, they have worked with communities which utilize AccuFund (our financial software).

The Town has a good working history with Vachon Clukay & Company PC CPA and is confident in their ability to provide quality work. To meet the industry best-practices, Vachon Clukay & Company PC CPA would appoint a different (experienced) audit team, to work with Barrington during a future engagement.

After careful review of the audit proposals, the Finance Office Proposal Team has determined that Plodzick and Sanderson CPAs or Vachon Clukay & Company PC CPAs both meet the Town's objectives. The Finance Office is happy to work with the firm that the Select Board chooses.

Thank you,

Amy Doherty, Finance Administrator